



ITEM 11.
County Manager - Consent

AGENDA ITEM REPORT

DATE: October 2, 2018
DEPARTMENT: County Manager
REQUESTER: Glen Salyer
TITLE: Award Contract for State Legislative and Executive Branch Lobbying Services

I. MOTION REQUESTED

A) Award Request for Proposal No. RFP180349TJM, State Legislative & Executive Branch Lobbying Services, to Dean, Mead, Egerton, Bloodworth, Capouano, & Bozarth, P.A., for a period of one year, as approved in the departments' adopted budgets.

B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.

C) Grant the Director of Procurement Management the authority to negotiate renewals of the contract, including changes in price, for up to three additional one-year periods, and/or to extend the contract, and to execute all associated documents, with County Administration approval, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Provides the County with state legislative and executive branch lobbying services during Fiscal Year 2018-2019, with options to renew for up to three additional one year periods. The contract provider is Dean, Mead, Egerton, Bloodworth, Capouano & Bozarth, P.A. Services will be provided for a fee of \$5,500 per month (\$66,000/year).

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

On June 12, 2018, Procurement Management issued Request for Proposal No. RFP180349TJM for State Legislative & Executive Branch Lobbying Services on behalf of the Board of County Commissioners. On the proposal deadline of July 13, 2018, Procurement received seven proposals. An Evaluation Committee meeting was held on July 20, 2018 during which the Evaluation Committee considered criterion as listed in the solicitation including such items as: Qualifications of Company, Company Relevant Experience and References, Plan of Approach and Personnel and Pricing being proposed. Three firms were short-listed.

Interviews with the three short-listed firms were conducted on August 14, 2018. The final evaluation meeting was held, after the scheduled interviews and it was the consensus of the Committee to recommend to the Board the top ranked firm: Dean, Mead, Egerton, Bloodworth, Capouano, & Bozarth, P.A.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$66,000
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: General Fund Program: Non-Department Project: Professional Services Account Strings: GC5190300100	
G)	Fund Type?	General Fund
H)	Comments: Professional services fee of \$66,000 for FY2018-2019.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description

[Proposed Contract](#)

Upload Date

9/14/2018

Type

Agreement

REVIEWERS:

Department

Reviewer

Action

Date

County Manager

Turner, Nicole

Approved

9/17/2018 - 8:03 AM

County Manager

Salyer, Glen

Approved

9/17/2018 - 10:58 AM

Budget Services

Henkel, Anne

Approved

9/18/2018 - 12:39 PM

Budget Services

Winton, Peter

Approved

9/18/2018 - 1:25 PM

County Attorney

Lira, Louis C.

Approved

9/18/2018 - 3:25 PM

County Manager

Salyer, Glen

Approved

9/24/2018 - 8:20 AM